



## TEXAS HEALTH AND HUMAN SERVICES COMMISSION

KYLE L. JANEK, M.D.  
EXECUTIVE COMMISSIONER

Via Certified Mail

July 1, 2014

**RE: Open Enrollment Period – July 1, 2014 to July 31, 2014  
for ATTENDANT COMPENSATION RATE ENHANCEMENT**

Dear Contracted Provider:

The Health and Human Services Commission (HHSC) announces Open Enrollment for the Attendant Compensation Rate Enhancement Program for providers in the Home and Community-based Services, Texas Home Living and Intermediate Care Facilities for Individuals with an Intellectual Disability or Related Conditions contracted with the Texas Department of Aging and Disability Services (DADS) as described in Title 1, Texas Administrative Code (TAC) §355.112. Providers who choose to participate in this optional program receive additional funds to provide incentives for increased wages and benefits for attendants and must demonstrate compliance with enhanced spending requirements on future cost reports.

To request participation or an increase in level, an Enrollment Contract Amendment (ECA) must be received by HHSC Rate Analysis Department **by July 31, 2014. No faxes will be accepted.** The ECA is to be completed online, printed out and signed by the authorized signatory that completed the form. The signed copy can be scanned and emailed to [acres@hhsc.state.tx.us](mailto:acres@hhsc.state.tx.us) or mailed via certified, overnight or regular mail to HHSC Rate Analysis Department and must be received **no later than 5:00 pm on July 31, 2014.** No forms are included with this letter. All instructions, worksheets and a link to the ECAs are available at:

<http://www.hhsc.state.tx.us/rad/long-term-svcs/index.shtml>.

From this website, click on the link to your program, then scroll down to the heading “Rate Enhancement – Attendant Compensation,” and click on “View 2015 Rate Enhancement – Attendant Compensation information.” Under “2015 Enrollment Information,” click on the link to “Enrollment Contract Amendment Instructions.” Also, information regarding a free rate enhancement training webinar is available under “Training Information.”

If you have questions, contact persons for each program are listed on the website.

Sincerely,

Judy M. Myers, Senior Rate Analyst  
HHSC Rate Analysis